



**International Mobile Satellite Organization**

**ASSEMBLY**

Twentieth Session

**Malta**, 29 September to 3 October 2008

**Agenda item 8.3**

ASSEMBLY//20/8.3

Origin: Director

Date: 25 June 2008

**PROPOSED AMENDMENTS TO THE TERMS OF REFERENCE OF THE  
ADVISORY COMMITTEE**

<b><i>Executive Summary:</i></b>	this document discusses revisions to the Terms of Reference of the Advisory Committee
<b><i>Action to be taken:</i></b>	1. to approve revisions to the Terms of Reference of the Advisory Committee 2. to note that the Advisory Committee will be considering further amendments at its Twenty-Second Session
<b><i>Related documents:</i></b>	ASSEMBLY/20/8.1

**1 BACKGROUND**

1.1 At its Eighteenth Session, the Assembly decided that the Terms of Reference of the Advisory Committee should be amended, in the light of decisions taken at the Eighteenth Session of the Assembly, and requested the Committee to propose amendments to the next session of the Assembly.

1.2 At its Nineteenth and Twentieth Sessions, the Committee reviewed and agreed revisions to the terms of reference of the Committee, put forward by the Director, for submission to the Assembly for approval.

1.3 The Committee will be discussing further amendments to its Terms of Reference relating to the Reference Public Services Agreement and LRIT at its Twenty-Second Session, to be held in July 2008, which will be reported to the Assembly as an Addendum to this document.

2      **ACTION REQUIRED**

The Assembly is invited to approve revised Terms of Reference for the Advisory Committee, as set out in the **Annex**.

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**REVISED TERMS OF REFERENCE FOR THE ADVISORY COMMITTEE,  
AS AGREED BY THE COMMITTEE FOR SUBMISSION TO THE  
ASSEMBLY FOR APPROVAL**

(proposed amendments are shown by overstriking and emboldening)

**1 ADVISORY COMMITTEE**

1.1 The Advisory Committee is established by the Assembly on a permanent basis, to carry out, on behalf of and under delegation from the Assembly, the tasks set forth in these Terms of Reference.

1.2 The Advisory Committee shall consist of representatives from ~~[fifteen]~~ Parties, elected by each Session of the Assembly, taking into account the need for full geographical representation, **for rotation**, and for continuity of membership.

1.3 The Committee shall appoint its own Chairman **and Vice-Chairman**.

**2 TASKS**

2.1 The Committee shall consult with the Director and give its guidance and advice to the Director on the following matters:

- (a) preparation by the Director of the annual budget of the ~~Secretariat~~ **Directorate**, and accounting and auditing procedures;
- (b) any proposed action by the Director to convene an extraordinary general meeting of ~~the Holdings Company~~ **Inmarsat Group Holdings** or to initiate arbitration or judicial proceedings in the event of any alleged breach by ~~the Companies~~ **Inmarsat** of ~~their~~ **its** obligations under the PSA, provided that if the Committee so requests, or the Director so decides, the Director shall convene an extraordinary session of the Assembly to authorize appropriate enforcement action;

- (c) ~~determination by the Director of the staffing structure of the Secretariat Directorate~~, and standard terms of employment of ~~Secretariat Directorate~~ staff, and the Staff Rules;
  - (d) any other matters delegated by the Assembly; and
  - (e) any other matters on which the Director identifies a need to consult the Advisory Committee on a case-by-case basis.
- 2.2 The Committee shall approve the regular report of IMSO to the IMO envisaged in Article 4.3 of the Public Service Agreement (PSA), prepared and submitted by the ~~IMSO~~ Director.
- 2.3 The Committee shall agree the annual budget, and **seek to** resolve any **related** issues **and submit comments thereon to the Director** regarding the annual budget which may be submitted by the Company.
- 2.4 The Committee shall review the Audited Annual Financial Statements of the Organization, and submit ~~a report~~ **any comments** thereon to the **Director Assembly**.

### 3 WORKING METHODS

- 3.1 The Rules of Procedure for the Assembly shall *mutatis mutandi* apply to the Advisory Committee, **except that a quorum for meetings for the Advisory Committee shall be [seven] countries.**  
*Note: the quorum for the Committee should be reviewed by the Assembly in the light of its decision regarding the membership of the Committee (paragraph 1.2 above refers)*
- 3.2 The Committee shall determine its own working procedures, including the frequency and location of its meetings.
- 3.3 The Director is requested to provide such practical assistance to the Committee as may be necessary. In arranging its work and holding meetings, the Committee shall endeavour to minimise costs to the extent possible.

4 **COSTS**

Costs associated with all travel, accommodation and subsistence of the members of the Committee at their meetings shall be borne by their respective Parties.

5 **REPORTING TO PARTIES AND TO THE ASSEMBLY**

On behalf of the Committee, the Chairman shall, through the Director, send regular reports to Parties on the results of its work, and shall also submit a report thereon to the Assembly.

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